

## **TECHNICAL ASSISTANCE**

The Board of Education recognizes that it is required to provide technical assistance as a sponsor. This policy provides an overview of technical assistance that the District will provide.

### Needs Assessment

Annually, the District may conduct a Needs Assessment of each sponsored school. For purposes of this policy, a needs assessment is defined as a planning process used to determine deficiencies, set technical assistance priorities, make organizational improvements and/or allocate District resources. The Board directs the Superintendent to follow a process for conducting needs assessments.

### Ongoing Technical Assistance

The District shall provide technical assistance to each school it sponsors. Technical assistance is defined by administrative rule as targeted and customized supports by professionals with subject matter expertise relevant to the operations of a community school toward successfully fulfilling its obligations under applicable rules, laws, and the terms of its community school contract.

To determine relevant technical assistance, the District shall engage in the following processes:

1. The District may annually solicit information about the technical assistance needs from each sponsored school through a needs assessment.
2. The District shall communicate with sponsored schools on a regular basis to identify issues, problems and concerns.
3. The District shall determine sponsor school needs through the District's own policies, procedures, observation and interaction with sponsored schools.

Through these processes, the District shall provide proactive, timely and comprehensive assistance with any issues, problems, or concerns.

On an annual basis, the District shall seek formal feedback through a survey, or as part of a Needs Assessment, about the quality and impact of the technical assistance that it provides to its sponsored schools. Throughout the year, the District shall also seek informal feedback about the quality and impact of its technical assistance.

### Legal and Policy Updates

The District shall provide sponsored schools with written guidance publications regarding changes to rules and laws that may impact the schools. Such guidance publications shall be provided on a regular basis and pursuant to a procedure developed by the Superintendent. The District will further offer guidance, through annual training, to assist schools in understanding changes to rules and laws. Sponsored schools shall not be required to attend training offered or recommended by the District.

### Professional Development

Professional development opportunities shall be regularly communicated and/or offered to the sponsored schools through a written process developed by the Superintendent or designee. The District may use a needs assessment to determine which opportunities it communicates and/or offers.

### Fostering Relationships with Schools

The District shall have regular communication and strive to build a positive working relationship with the sponsor schools. This communication will include communicating and providing guidance beyond financial and enrollment reviews at least quarterly. Examples of guidance include, but are not limited to, guidance on the role of the sponsor, an oversight calendar, legal and policy updates, technical assistance, site visit reports, annual performance reports, a needs assessment report, a high stakes review, monthly guidance updates, intervention guidance, and closure guidance.

LEGAL REF: O.A.C. 3301-102-02

Quality Practices Rubric: F.01 – Ongoing Technical Assistance, F.02 – Legal and Policy Updates, F.03 – Professional Development, F.04 – Relationships with Schools’ Governing Authorities

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